



DELAWARE'S STATE EMERGENCY RESPONSE COMMISSION ANNUAL REPORT Fiscal Year 2011

Submitted to
Governor Jack A. Markell

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Prepared by the
Delaware Emergency Management Agency

Note: SERC meeting dates, Bylaws, and the Annotated Code of Delaware - Emergency Planning and Community Right-To-Know are on file and available upon request from the Department of Safety and Homeland Security, Delaware Emergency Management Agency (Arthur D. Paul, Planner IV, 302-659-2253). SERC information is also available on the SERC website at <http://www.serc.delaware.gov/>

STATE EMERGENCY RESPONSE COMMISSION

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Executive Summary

The following annual report details the SERC Fiscal Year 2011 (July 1, 2010 – June 30, 2011) activities in support of the federal “Superfund Amendments and Reauthorization Act (SARA) of 1986,” Title III “Emergency Planning and Community Right-to-Know Act” (EPCRA) and Title 16, Chapter 63 of the Delaware Code. The aid and assistance of the business community, emergency responders, planners, county commissioners and state agency personnel has been instrumental in developing and maintaining Delaware’s hazardous materials emergency preparedness.

SARA Title III and Title 16, Chapter 63

On October 17, 1986, President Reagan signed the Superfund Amendment and Reauthorization Act (SARA) into law. Title III of this Act (which is referred to separately as EPCRA) establishes requirements for Federal, State and local governments, and industry regarding emergency planning and community right-to-know reporting on hazardous chemicals. This legislation builds upon the Environmental Protection Agency’s (EPA’s) Chemical Emergency Preparedness Program and numerous state and local programs aimed at helping communities to meet their responsibilities concerning potential chemical emergencies.

The Act requires the governor of each state to designate a State Emergency Response Commission (SERC). On March 17, 1987, the Commission on Hazardous Materials was designated as the Delaware State Emergency Response Commission. Members of the SERC are listed in Attachment 6.

The Act has four major sections: emergency planning, emergency notification, hazardous chemical inventory reporting, and toxic chemical release reporting. The sections are interrelated in a way that unifies the emergency planning and community right-to-know provisions of SARA and Title III. An explanation of these sections follows.

1. Emergency Planning

The emergency planning sections are designed to develop state and local government emergency preparedness and response capabilities through better coordination and planning, especially at the local level.

The Act requires the establishment of Local Emergency Planning Districts and Committees. Four (4) Local Emergency Planning Districts and Committees (LEPCs) exist in Delaware and are designated as three (3) counties and the City of Wilmington.

LEPC membership includes elected county and municipal officials, police, fire, civil defense, public health professionals, environmental, hospital, and transportation officials as well as representatives of facilities, community groups, and the media.

A list of the LEPC Chairs, membership, and a summary of their Committee's activities are found at Attachment 3.

The Act also requires the LEPCs to develop hazardous materials emergency response plans. In developing a plan, the local committees evaluate available resources for preparing for and responding to a potential accident involving hazardous materials at the various sites within their jurisdiction.

The SERC is required to review the LEPC plans and make recommendations to the LEPCs on revisions that may be necessary. The SERC fulfilled this mandate and approved all plans for operational use by the LEPCs at its April 1993 meeting. In addition, a biannual review schedule of the LEPC plans was adopted.

2. Emergency Notification

If a facility produces, uses, or stores one or more EPA-listed hazardous substances and there is a release that equals or exceeds the reportable quantity, the facility must immediately notify the Department of Natural Resources and Environmental Control (DNREC), the SERC, and the Community Emergency Coordinator (CEC). The notification must identify any area likely to be affected by the release.

In the Delaware Code, notification to DNREC serves as notification to the SERC. Previously, notification to the 911 Centers served as notification to the CEC. With legislation passed in 2003, however, this was changed. Notification to the CECs for the LEPCs is now fulfilled by notification to an "800" number established in 2004.

3. Hazardous Chemical Inventory Reporting

There are two Community Right-to-Know reporting obligations under the requirement:

- Facilities must prepare or have available material safety data sheets (MSDSs) under the Occupational Safety and Health Administration (OSHA) hazard communications regulations and Delaware Worker Right-to-Know requirements. For chemicals on-site above certain quantities, facilities shall submit either copies of the MSDSs or a list of such substances to the SERC, the LEPC, and the local fire company that provides fire rescue service to the facility. In Delaware, these MSDSs or lists are centrally collected and distributed for the SERC through DNREC.
- Chemical inventory forms must also be submitted annually by March 1 for the preceding calendar year. The form contains chemical type, quantities, storage locations, and emergency contact information.

A Delaware Emergency and Hazardous Chemical Inventory form is used for industry's reporting purposes by the SERC Information and Technology Committee to improve facility reporting.

The form requires additional reporting elements that will further aid the first responder, community, and LEPCs. Completed forms are submitted to DNREC, Division of Air and Waste Management (DAWM), where the information is entered into a database and made available to the LEPCs, 911 Centers, and other approved users for their purposes.

Beginning with reports due March 1, 2006, a new on-line Web-based reporting system was implemented, Tier II Manager. This system allows facilities to register and report on-line through a secure web-site. Submitted data is immediately available on-line for access by approved emergency planning and response organizations. The system also allows facilities to pay reporting fees electronically on-line.

Between January and August 2011, approximately 1844 facilities reported on chemicals used/stored on site. Of these, 1824 (approximately 99%) reported on-line. Information for the remaining facilities, which reported on paper forms, was entered into the on-line system for direct access by emergency planning and response organizations.

4. Toxic Chemical Release Reporting

This section of the act requires EPA to establish an inventory of toxic chemical emissions from certain facilities. The purpose is to inform government officials and the public about releases of toxic chemicals into the environment. It also provides for assistance with research and in the development of regulations, guidelines, and standards.

The reporting requirement applies to owners and operators of manufacturing facilities that have ten or more full-time employees that are in Standard Industrial Classification (SIC) codes 20 through 39, and that manufacture, process, import 25,000 lbs., or otherwise use 10,000 lbs. of a listed toxic chemical. Subject facilities must report these emissions annually by July 1 for the preceding calendar year. Beginning with the 1998 reports due in 1999, seven additional industry categories were also added, including electric generation and bulk petroleum distribution facilities. Beginning with the 2000 calendar year reports due in 2001, substantially lower reporting thresholds were established for a number of chemicals classified as persistent, bio accumulative toxic (PBT) chemicals. The Federal Form R, Toxic Chemical Release Inventory (TRI) Reporting Form is used. Copies are submitted to EPA and State.

For a number of years, EPA has made software available for facilities to compile their TRI reports on computer, and submit their reports on diskette. Beginning in 2006, Delaware implemented a process involving TRI reporting to EPA's Central Data Exchange (CDX). Rather than submitting disks, this process allows facilities to submit their electronic reports through the internet to EPA. EPA in turn pushes a copy of the submittal to the State, to its Exchange Network Node. With this streamlined approach, facilities only need to submit reports once to EPA. Delaware then automatically receives the reports, instead of requiring the facility to submit their reports separately to the EPA and to the state.

Although these reports are not emergency oriented, the data submitted is vital to analysis of situations and supports release prevention.

In Delaware, TRI submissions are directed to DNREC, Division of Air and Waste Management (DAWM). DNREC typically develops and releases an annual report for the public summarizing this TRI data. DNREC's Division of Air and Waste Management also processes public requests for facility information. The majority of the requests were for TRI data.

Other sections of this law provide for confidentiality of trade secrets and public access to all reported information from facilities and emergency response plans.

Facilities

The Federal Emergency Planning and Community Right-to-Know Act (EPCRA) was passed by the United States Congress in 1986. In 1991, the State of Delaware passed its own Emergency Planning and Community Right-to-Know Act, which built upon the federal requirements and created a funding mechanism for emergency planning activities. These laws established a series of reporting requirements impacting facilities ranging from large industrial sites to small businesses. Facilities can be required to report a variety of information, ranging from chemicals used and stored at the site, to chemicals released to the environment.

Exercises

An exercise program to review the capability of the staff and emergency response personnel to respond to hazardous material incidents continued. Hazardous material events are a regular part of natural and technological hazards exercise scenarios. Policy, training, and outreach efforts continue to expand in this area.

Training

The State of Delaware Oil and Hazardous Substance Incident Contingency Plan (SERT Plan) was developed to establish policy and emergency response organization for responding to a broad class of hazardous substance incidents. Safe and coordinated response requires the application of specialized techniques and organizational concepts. In general, individual organizations are responsible for tactical training in accordance with the assigned roles in the emergency organization. A state program has been developed to educate and train local and state response personnel. The program is administered by the Fire School and is structured to provide training in accordance with assigned roles in the emergency organization. All SERT responders receive Incident Management System Training.

Hazardous Material Decontamination Response Capability

Delaware has three Hazardous Material Decontamination Response Teams. The teams are made up of a combination of agencies: Delaware's Department of Natural Resources, Volunteer/Career Fire Companies and EMS. All of the response teams are provided with the training and equipment necessary to provide specialized HazMat decontamination response to locations throughout the State. Each team is equipped with a state of the art decon trailer and tow vehicle, which contains specialized equipment for decontamination and containment.

New Castle County has an Industrial Hazardous Material Response Alliance (NCC-IHMRA), which was formed in cooperation with the County and local industry HazMat response teams. The Alliance consist of approximately 60 volunteers; mostly industry experts, but some members are sponsored by local fire departments.

Revenues

The Commission collected a net of approximately \$284,000 in reporting fees in the spring of 2011. Monies in the fund and the interest accrued are appropriated annually. The fiscal year 2011 financial status is reflected in Attachment 5.

Operation and Administration of the Commission

The Delaware SERC instituted bylaws to improve its operation. Regularly scheduled meetings and the establishment of standing committees are some highlights of the bylaws adopted by the Commission. The Standing Committees' members, functions, accomplishments, and goals, are contained in Attachment 2.

Outreach and Public Education

An Internet web site developed through a joint effort of SERC Committees established a complete set of Emergency Planning and Community Right-to-Know web pages for Delaware. The pages provide SERC, LEPC, and Facility Compliance Information to visitors and details the reporting requirements of the Act. The public information section contains a searchable on-line database of TRI data reported by facilities.

Following the September 11, 2001 terrorist attacks, the Tier II searchable database was removed for security considerations. However, the information is still available, as required by EPCRA. Request for Tier II data can be made using the "on-line" request form or through the Freedom of Information Act request process.

During FY 06, the EPCRA web pages for Delaware were converted to a new "common look and feel" format required for all Delaware government related sites. <http://www.serc.delaware.gov/> The pages were also moved from their previous location at the Department of Technology and Information, to a server at the Department of Natural Resources and Environmental Control.

At the December 2008 meeting the SERC adopted formal procedures for handling public access to EPCRA information.

Conclusion

Delaware's Emergency Planning and Community Right-to-Know Act continues to work well through the dedicated efforts of the partnership of citizens, industry, and the public sector. The Acts implementation provides for the public safety and public awareness about chemicals in their community. The accomplishments of the SERC are in Attachment 1.

Attachment 1

SERC Activities July 2010 - June 2011

- The Commission met on quarterly scheduled meeting dates in September, December, March, and June. Business was conducted to support the Emergency Planning and Community Right-to-Know Act (EPCRA). Meetings included:
 - Reports from the four Standing Committees, which included updates on activities and items requiring action by the Commission.
 - Reports from the four LEPCs included updates on five key areas: Meetings, Facility Visits, HazMat Plans, Exercise Status, and Hazardous Material Responses.
 - Briefings from the DNREC/Division of Air Waste Management, which included detailed information on releases and responses. The Commission also received a briefing on the follow-up investigation of the Dow-Reichhold styrene release. The investigation involved three components and multiple programs within the agency to include Environmental Impact and Clean-up, Enforcement, and Prevention.
- Presentations on the following topics/agencies:
 - U.S. Coast Guard – LTJG Kai Kang and LTJG Evelyn gave an overview on Homeland Security on the Sector Delaware Bay. The briefing included: the Area of Responsibility(AOR), Sector Capabilities, Sector Organization, Laws and authorities, security challenges, Mitigation Strategies and answered a few question. The presentation was very informative and a PowerPoint presentation is available.
 - Accidental Release Prevention Overview – Rich Antoff and Jay Brabson, gave a program overview that covered the history and current activities for accident release and prevention in Delaware. Additionally, they covered a national perspective on releases (see handout).
 - Chemical Facility Anti-Terrorism Standards (CFATS) – Roger Minner and Lisa Dunaway, Inspections & Enforcement Branch Infrastructure Security Compliance Division, US Dept. of Homeland Security, gave a briefing on their program and responsibilities.
 - Kurt Reuther, Delaware Homeland Security Advisor gave a presentation on Homeland Security “Yesterday, Today, and Tomorrow.”
- Fully funded LEPCs and other agencies for carrying out responsibilities under the Emergency Planning and Community Right-To-Know Act.
- Funded DNREC and Delaware State Fire School hazardous material training with Hazardous Material Emergency Preparedness (HMEP) Grant funds.
- Continued to maintain a publicly accessible SERC web page running on Department of Natural Resources and Environmental Control server to make EPCRA information available to the public. Due to security concerns and the Freedom of Information Act (FOIA), detailed information reported by facilities is no longer available on the website. Request for this information must be made in writing and be as specific as possible following FOIA procedures. Requests can also be submitted on line at: http://www.dnrec.state.de.us/air/aqm_page/foia.htm

- Continued to support the Decontamination Trailer Committee by replenishing the Maintenance and Equipment Account.
- Reviewed the allocations of Hazardous Material Emergency Preparedness (HMEP) Grant Budget projections for approved and pending Planning and Training funds.
- Hazardous Material Emergency Preparedness (HMEP) funds were sub-granted to the four Local Emergency Planning Committees (LEPC) for the third fiscal year. The Delaware State Fire School was given a sub-grant to conduct the core HazMat training for the State.

Attachment 2

SERC Standing Committees

Finance and Budget Committee

Members

Chair	SERC Member (DSFS).....	Mr. Robert P. Newnam
	DE Volunteer Fireman's Association	Sen. Bruce Ennis
	DNREC	Mr. Robert Pritchett
	HazMat Emergency Preparedness Grant Administrator	Mr. Arthur D. Paul
	Private Sector.....	Ms. Lori Palmer

Function

- Project probable revenues generated by fee system.
- Review and make recommendations to SERC regarding annual budgets from LEPCs, Information and Technology Committee, and Delaware Emergency Management Agency.
- Explore alternate funding sources, such as EPA one-year grants.

Accomplishments for FY 2011

- When FY 2012 disbursement recommendations were presented at the March 2011 meeting, the motion included a recommendation that “the agency that is collecting the fees (DNREC) disperse the funds directly to the approved agencies before July 1, 2011.” In past years, the funds were passed from DNREC to Public Safety/DEMA, and they would disburse the funds. The recommendation for this procedural change was passed, “pending review by the Controller General (and/or Office of Management and Budget).” Approvals from the Controller Generals Office and the Office of Management and Budget were received on June 2, 2011, allowing the new disbursement process to move forward.

Goals and Objectives for FY 2012

- Provide, through the SERC, fair and equitable distribution of monies, collected from Delaware Fee Reporting System and other sources, to the four LEPCs, and other eligible parties, so they may meet the requirements imposed by EPCRA and Title 16, Chapter 63 of the Delaware Code.
- To keep all SERC members advised of current revenues, balances, and projections.
- To provide budget preparation materials to all eligible parties in a timely fashion.
- To make necessary adjustments in submitted budgets to ensure equitable funds distribution.

- To recommend approval to SERC the distribution of funds to the LEPCs and other SERC funded entities.
- To maintain a contingency fund of monies.
- To work with DEMA on any grants or other sources of funding that may be available.
- To work closely with the Secretary of Safety and Homeland Security, DEMA, and SERC members to ensure all potential and existing funding sources and requests are handled in a manner consistent with accepted practices of State Government.
- To move the Decon trailer equipment and maintenance account from DEMA to DNREC.

Information and Technology (IT) Committee

Members

Chair	SERC Member (Water Transportation Representative)	Mr. Steve Owens
Vice	DNREC	Mr. Robert Pritchett
	Delaware State Fire School (DSFS)	Mr. Steve Martin
	Private Sector	Vacant
	Division of Public Health (DPH)	Mr. Jamie Mack
	Delaware Emergency Management Agency (DEMA)	Mr. Arthur D. Paul
	911 Centers	All
	Local Emergency Planning Committees (LEPC)	Mr. George Giles
		Mr. Bill McCracken
		Mr. David Mick
		Mr. Charles Stevenson

Function

- Ensure HazMat information is made available to emergency planners and responders.
- Oversee development, implementation and operation of information system(s) for collection and management of EPCRA-related facility information for use by emergency planning and response organizations. Coordinate selection and purchase of related software for emergency planning and response. Organize and conduct training on the information systems and software.
- Explore computer-based strategies for enhancing compliance.
- Developing materials to inform the public through community outreach and promote participation in emergency planning and community right-to-know matters.
- Oversee development and maintenance of SERC/LEPC/EPCRA web pages.

Accomplishments for FY 2011 and Continuing Projects

- Completed project with contractor to modify Tier II Manager, establishing new “user type” for Fire Departments. This will allow Fire Dept officers to access Tier II data for facilities in their individual districts.
- Completed project with contractor to establish ability to create master backup data CDs from Tier II Manager System for the 911 centers, arranged by Fire Company District.
- Put annual newspaper ads in area papers statewide.

- Maintained the central “866” toll free number and related voice mailboxes for emergency release notifications by facilities to the LEPC community emergency coordinators.
- Updated and maintained the SERC Website for public and SERC/LEPC use.
- Managed IT Committee funds for the SERC.
- Completed a project to create an initial GIS layer for Tier II facilities in Tier II Manager, using latitudes and longitudes provided by 911 Centers and LEPCs.
- Mr. Steve Owens was nominated and approved as Chairman of Information and Technology Committee.

Goals and Objectives for FY 2012

- Begin creating and distributing the backup CDs to key planning/response data users.
- Begin outreach campaign and training for Fire Departments for their direct access to Tier II Manager. Will need to develop procedures for approving Fire Dept data users and keeping them current.
- Establish procedures for updating GIS layers for Tier II HazMat sites. Update other GIS layers previously loaded in Tier II Manager System.
- Continue and expand training on the new Tier II Manager system for planners, responders and reporting industry.
- Continue to run the required annual newspaper ads (per federal EPCRA).
- Continue maintenance of the EPCRA/SERC/LEPC web pages.
- Continue maintenance of the toll-free Community Coordinator emergency release notification number.
- Prepare annual budget request for SERC and manage funds.
- Coordinate with Department Safety and Homeland Security (DSHS) and other agencies on school emergency planning initiative.
- Prepare for upgrade to new version (.net) of Tier II Manager planned for 2013.
- Upgrade emergency notification guidance for facilities, to address standard list of questions established by 911 centers.

Planning and Training Committee

Members

Chair	SERC Member (DEMA).....	Mr. James E. Turner
	DSFS.....	Mr. Robert Newnam
	DNREC Response.....	Ms. Ellen Malenfant
	DPH.....	Dr. Gerald Llewellyn
	Delaware Volunteer Firefighters Association (DVFA).....	Sen. Bruce Ennis
	Delaware State Police (DSP).....	Maj. Randall L. Hughes
	DNREC/Accidental Release Prevention	Mr. Jay Brabson
	DelDOT.....	Mr. Dwayne Day
	Local Emergency Planning Committees (LEPC)	All

Function

- Perform planning functions and provide oversight of training activities.
- Provide EPCRA policy and direction to the LEPCs with SERC approval.
- Establish goals and objectives that support state and federal EPCRA mandates.
- Review LEPC plans and revisions to ensure compliance with federal requirements and consistency with SERT Plan.
- Monitor issues related to transportation of hazardous materials in the State of Delaware.
- Examine strategies used by other states and make improvement recommendations.

Accomplishments for FY 2011

- Provided oversight of the 4th Annual Hazardous Materials Conference which was a huge success. The Conference was hosted by the 31st Civil Support Team (CST) at the Smyrna Readiness Center.
 - The Friday night dinner was attended by over 120 people, and on Saturday well over 150 people received training during the 16 break sessions.
 - The instructors included an FBI chemist, DSP Director of Explosive Ordnance Disposal (EOD), a Pennsylvania State Police Forensic Scientist, a Deputy Chief from the New York State Office of Fire Prevention and Control, Hazardous Materials/Homeland Security Bureau, the Dover Air Force Base Emergency Management team, and many more.
 - Breakout session topics ranged from Chemical Suicide, Clandestine Drug Labs, Radiological EMS Response, and Refinery Incidents and Gas Station/Fuel Tanker Emergencies.
 - Those attending represented all levels of responders, emergency managers, and instructors and included several attendees from neighboring states. Conference surveys

were very positive and survey suggestions will be considered in planning next year's conference. Numerous vendors made monetary donations, and/or contributed gifts—that were used for door prizes, and participated in the conference by setting up booths.

- Established a Delaware TRANSCAER (Transportation Community Awareness Emergency Response) Committee. Delaware Committee hosted their first event in a Northeast Tri-State Training Tour on June 22nd & 23rd, 2011 at Transflo Wilmers rail yard in Wilmington.
- TRANSCAER and the Delaware Committee teamed up with The Dow Chemical Company, BASF Corporation, Dana Transport, Honeywell, Linde, Magellan, Potash Corporation, Tanner Industries, Norfolk Southern, CSX, Citrosuco, Noramco and several local fire companies that participated in this two day event which was hosted by Transflo. Team Delaware consisted of representatives from the Delaware Emergency Management Agency (DEMA), the New Castle County Local Emergency Planning Committee (LEPC), and the City of Wilmington LEPC.
- The event included three exhibitors: Safeware, Inc., Lewis Environmental, and U.S. Department of Transportation. The City of Wilmington Emergency Management Mobile Command Unit served as the focal point for registration and communication for the training event. Cranston Heights Fire Co., Elsmere Fire Co., provided displays of HazMat response vehicles and equipment; which included Decon 1 (one of the State's three Decon Units).
- In addition to Anhydrous Ammonia and Ethanol, Delaware provided training on chemicals that are manufactured and transported in Delaware: Boron Tri-fluoride, Cryogenics, (liq. oxygen, liq. Carbon Dioxide, Hydrogen) and HazMat Transportation Awareness (Road/Rail). TRANSCAER members provided instructors, rail tank cars and cargo tank trailers and the training consisted of both classroom and hands-on sessions.
- Feedback from participants was excellent. The 2-days of HazMat training events were attended by 144 individuals representing volunteer emergency response organizations, private industry, local, state and federal agencies. Delaware received very favorable comments from TRANSCAER trainers on the location, accommodations, and the support provided by Team Delaware.
- Reviewed the New Castle County, City of Wilmington, and the Kent County Comprehensive Hazardous Material Response Plans for compliance with EPCRA requirements.

Goals and Objectives for FY 2012

- Review all LEPC plans for compliance with state and federal EPCRA requirements.
- Develop a comprehensive strategy for completing the functions of the Committee and ensuring that the State of Delaware meets or exceeds established requirements.
- Continue to assist the LEPCs with planning and training efforts.
- Continue to make recommendations on the obligation of HMEP Grant Program.
- Continue oversight of planning and coordination of the Annual Delaware Hazardous Material Conferences.

Decon Trailer User's Group Committee

Members

Chair	DE State Fire School.....	Mr. Robert P. Newnam
Co-Chair	Kent County, LEPC, Decon.....	Mr. David Mick
	New Castle County Decon.....	Mr. Joseph Leonetti
	Sussex County Decon.....	Mr. Eric Huovinen
	City of Wilmington.....	Mr. George Giles
	Dept. of Natural Resources.....	Mr. Ellen Malenfant
	Division of Public Health.....	Dr. Gerald Llewellyn
	DE Emergency Management Agency.....	Mr. Arthur D. Paul

Function

- Oversees the operation, training, and maintenance of the three Decon trailers that the State funded for each county.
- Provide decontamination to emergency service personnel and victims of HazMat incidents.
- Monitor and report on decon operations and activities.

Accomplishments for FY 2011

- Developed and presented to the dispatch centers the Fire Priority Dispatch Response Guide.
- The Decon Trailer maintenance and equipment account was replenished.
- Participated in the planning of the 4th Annual Statewide HazMat Conference.
- Performed the following activities during the year:
 - Held 7 User's meetings with an average attendance of 8 members
 - Responded to 12 emergency decon calls
 - Participated in 11 team training programs
 - Completed additional volunteer training programs
 - Provided 7 public outreach programs/demonstrations
 - Provided 5 standby requests
- Implement a standardized statewide personnel identification and accountability system for all Decon team members.
- Began the development of long range goals and mission review of the State DECON teams through the County team leaders.

Goals and Objectives for FY 2012

- Continue to assess the three Decon teams in an effort to determine equipment and training needs and to pursue these needs through the Department of Homeland Security funding based on the long-range goals and missions developed by the Team Leaders.

- Continue to provide timely decontamination services to emergency personnel and facility workers when needed.
- Continue the training of the team members on the equipment acquired through Homeland Security funding programs.
- Seek adequate funding for equipment, maintenance, training, and physicals for those needing them in order to better protect the Decon team members.
- Increase the number of trained volunteer firefighters to assist with Decon operations.
- Promote the availability of the Decon teams to emergency responders, facility operators, and the public.
- To be recognized as an “all hazards” emergency response decontamination team.
- Assist with the planning of Statewide HazMat Conference during FY 2012.

Attachment 3

Local Emergency Planning Committee (LEPC) Activity Reports

New Castle County LEPC

Accomplishments for FY 2011

- Six LEPC meetings were conducted and hosted by various LEPC member organizations.
- As a member of the State TRANSCAER Committee co-sponsored the first TRANSCAER Training Tour in Delaware. Provided invaluable assistance Team Delaware.
- LEPC, 31st Civil Support Team and DEMA sponsored the 4th Annual Hazardous Materials Conference.
- LEPC and the Claymont Fire Company sponsored a Hazardous Materials Functional Exercise conducted on June 4, 2011. The exercise was based on a simulated accidental release of Toluene from a Tank Truck which crashes into a train on Rt. 13. in Claymont, DE at the Pennsylvania border.
- Participated as an evaluator for the BASF, Croda and Fuji Film emergency response drills.
- Successfully transitioned LEPC budget, grant and administrative activities from New Castle County Office of Emergency Management to the Delaware State Fire School. The change has resulted in a \$25,000 cost savings to the SERC in the administration of the LEPC and has increased LEPC efficiency.
- At the LEPC member's request submitted comments on proposed regulations governing travel restrictions during a state emergency to the Department of Safety and Homeland Security. Throughout the promulgation process routinely informed members of the status. Communicated to members the DEMA process for requesting exemptions from the driving restrictions during a declared state of emergency.
- Conducted outreach programs for the Brandywine Hundred, Five Points and Middletown fire companies, Fairfax Civic Association and participated in the Claymont National Night out. Participated in the BASF Safety Fair, New Castle County Preparedness Fair, the Discover Card Safety Fair and a NCC Police sponsored Community event. Continue to participate in all Delaware City Refining, DuPont Edge Moor, Dow, FMC, and Croda CAP meetings, Delaware City CAER and the Christians Medical Corps meetings. Presented a NCCIHMR presentation at the DuPont U. S. Emergency Response Team Leaders and the Dow CAC meetings.
- The Emergency Response Plan review and on-site assessment program for Extremely Hazardous Substance (EHS) facilities continues. During this fiscal year, a total of 24 Plan reviews and on-site assessments have been completed. The partnership with the Accidental

Release Prevention Office of DNREC continues to grow. When requested have participated in visits, follow-ups and incident investigations.

- In accordance with SARA Title III Section 303 [42 U.S.C. 11003 (a)] the LEPC for NCC has completed its annual review (June 2011) of the LEPC for NCC Hazardous Material Response Plan. No substantive changes to the plan were identified. It will continue to serve as an annex to the New Castle County Comprehensive Emergency Management Plan.
- Conducted the “HazMat/Shelter-in-Place” training module for the New Castle County Citizens Emergency Response Team (CERT) September and December 2010, May and June 2011 classes and the Christiana Medical Corps November 2010.
- Attended National Association of SARA Title III Program Officials (NASTTPO) 2011 Conference and Training meeting.
- LEPC staff achieved Homeland Security CVI (Chemical-terrorism Vulnerability Information) certification.
- LEPC staff successfully completed US Coast Guard, MARAD 15 hour Maritime Security for Military, First Responders, and Law Enforcement Personnel course sponsored by the Delaware Department of Safety and Homeland Security.
- Became a member of the USCG Sector Delaware Bay Area Security and Pollution Committees.
- Sponsored a member of the LEPC for NCC to attend the U.S. EPA Region III Emergency Preparedness & HazMat Response Conference November 7-10, 2010.
- Hosted the 9th Annual NCC IHMRA training/dinner meeting.
- LEPC staff obtained Homeland Security issued TWIC cards.
- LEPC staff attended SERC meetings and provided quarterly and annual reports. Routinely attend Kent, Sussex and Wilmington LEPC meetings.
- Attended meeting with DNREC personnel to enhance Tier II system skills.
- Reviewed Tier II submission reports sent to LEPC.
- LEPC staff participated in SERC Information Technology and Planning & Training Committee meetings.
- Completed the updating of the Tier II New Castle County mapping and risk zone plotting.

Goals and Objectives FY 2012

- Prepare, manage and track the SERC approved FY 2012 LEPC for NCC budget.
- Review and update as appropriate the Hazardous Substance Response Plans required by SARA Title III federal statute.
- Continue to review, plot and update the worst case and alternate release vulnerability zones for extremely hazardous substance facilities located within New Castle County on TIER II digitized maps.
- Review and update as appropriate ADC map coordinates for facilities on the Tier II Manager.
- Continue efforts to transition to paperless system and work with DNREC personnel to provide appropriate EHS Facility chemical data to each district Fire Chief through the Tier II system.
- Continue to serve as a sponsor of NCCIHMR
- Sponsor, facilitate, arrange and participate in NCCIHMR initiatives.
- Identify and pursue opportunities to promote LEPC activities at community meetings and events
- Use a risk based approach to prioritize and conduct EHS Chemical Facility Emergency Response Plan/Procedure reviews in accordance with the LEPC agreed 3 year cycle
- Sponsor, facilitate, arrange or participate in at least one hazardous materials drill, tabletop or field exercise.
- Serve as an active member of the SERC Decon, Information and Technology, and Planning & Training Committees.
- Provide bi-monthly activity reports to the LEPC.
- Provide quarterly activity reports to the SERC.
- Co-sponsor, coordinate, and participate in the Delaware State Hazardous Materials Conference.

New Castle County LEPC Membership (as of June 2011)

Name	Organization	Representation
Abegglen, Terri	Red Cross	Red Cross
Anderson, David	DTCC	Academia
Antoff, Rich	DNREC, Emergency Response	Environmental
Atkins, Edward	Emergency Svs., Chester County, PA	Director
Backus, Jeff	DuPont Stine Haskell	Industry
Barrish, Bob	Community At-Large	Community Rep.
Bastin, Silvana	AstraZeneca Newark Site	Industry
Bennett, David	Agilent Technologies	Industry
Benyo, Jeff S.	Christiana Care	Hospital
Berlin, Chris	DNREC	State Government
Bethard, Jamie	DNREC	State Government
Born, Thomas	Delmarva Power & Atlantic Cty Electric	Industry
Bouyea, Rick	FMC BioPolymer	Industry
Brabson, Jay	DNREC	State Government
Brenner, Marc	Lewis Environmental	Emergency Services
Bretz, Todd	Delaware City Refining	Industry
Brown, Alan	State Fire Marshal's Office	State Government
Brown, E. Atwell	Savage Services	Industry
Carl, Chris	WDEL-AM News Radio	Media
Carpenter, Jr., Dave	NCC Emergency Management	Local Government
Civitella, Patricia	AstraZeneca	Industry
Cosby, Alan	Magellan Midstream Partners, LP	Industry
Cunane, Joseph	Guardian Environmental Services	Industry
DeMaio, Vito	Community At Large	Community
Dietrick, Ron	Delaware City Refining	Industry
Dolan, Mark	BASF	Industry
Durve, Tushar	DuPont Edge Moor Site	Industry
Ennis, David H.	Public Member	Public Rep.
Falletta, Charles	Cermet Materials	Industry
Frank, Jane	University of Delaware	Academia
Funk, Vance	Mayor of Newark	Elected Official
Gacser, George	Pepco	Industry
Galloway, Bruce	DuPont Experimental Station	Industry
Giles, George	Wilmington Emergency Mgmt	Local Government
Gladle, Mike	University of Delaware	Academia
Golgolab, Babak	Claymont Community Coalition	Community Rep.
Graham, Louis	MacDermid	Industry
Greeson, Ken	Valero	Industry
Hama, Karen	Public Member	Public
Hopkins, Wayne	DuPont Chestnut Run	Industry
Irwin, David	NCC LEPC	Chairman of LEPC
Jackson, Troy	Amerindustrial	Industry

Name	Organization	Representation
Jacono, Vincent	Delmarva Power	Utility
Kaczynski, Rich	A. Duie Pyle	Industry
Kelly, Barry	Ashland	Industry
Kelly, Leone	Del. Air National Guard	Military
Kelly, William	Sunoco, Inc.	Industry
Killgore, Roy	Conectiv	Industry
Kilpatrick, James	EPA Oil and Prevention	Government
Kovach, Tom	NCC Council	Vice Chairman of LEPC
Leavy, John	GE Ceramics Composite Products	Industry
Leech, John R.	Discover	Industry
Leonetti, Sr., Joseph J.	St. Francis Hospital	Hospital
Llewellyn, PhD, Gerald	Dept. of Health & Social Services	State Official
Love, Tim	Honeywell	Industry
Loy, Jason	Ashland	Industry
Malenfant, Ellen	DNREC	State Government
Marchak, Chris	NCC Chamber of Commerce	Chamber of Commerce
McCracken, Bill	Public Member	Public
McDade, Anthony	U.S. Coast Guard	Federal Government
Morrow, Richard	Christiana Care	Hospital
Murabito, Joseph	NCC LEPC	Vice Chairman of LEPC
Murdaugh, Marshall	VAMC Wilmington	Hospital
Owens, Steve	DuPont	Industry
Palermo, Sam	Community At-Large	Community Rep.
Paul, Arthur	SERC	DEMA/State Government
Picard, Jerry	Red Cross	Red Cross
Poling, Lynn	Lewis Environmental	Emergency Services
Poorman, Steve	Fuji Film	Industry
Potts, Christopher	Siemens	Industry
Price-Fay, Michelle	EPCRA Coordinator	Government
Quintard, Todd	Linde	Industry
Remilland, Stevens	Christiana Care	Hospital
Robinson, Bill	Delaware City Refining	Industry
Ross, George	VAMC Wilmington	Hospital
Salazar, Ted	Air Liquide	Industry
Schiliro, Lewis	Safety & Homeland Security	State Official
Sciulli, Tom	City of Newark	Local Government
Stein, Al	Emres, Ltd.	Public
Taylor, David	Norfolk Southern Corporation	Transportation
Toughey, Robert	Croda	Industry
Verdi, John	BASF	Industry
Wentzel, John	A. Duie Pyle	Industry
Whitmarsh, Dan	Magellan Midstream	Public

Name	Organization	Representation
Wisser, John	A. Duie Pyle	Industry
Wollaston, Martin, Planner	Water Resource Agency, U of D	University of Delaware
Woznicki, James	Pepco Holdings, Inc.	Industry
Wray, Dale	Guardian Environmental	Industry
Zaun, Andrew	Magellan Midstream Partners, LP	Industry

City of Wilmington LEPC**Accomplishments for FY 2011**

- Held LEPC meetings every sixty (60) days.
- Maintained City of Wilmington LEPC membership at a high level with a large attendance per meeting.
- Coordinated and participated in the Public Safety Awareness Week activities in conjunction with National Night Out, and Seniors Health Day Fair.
- Participated with several banks for their Health Fair Days, City of Wilmington & Christiana Care.
- Completed the annual LEPC Work Plan and Budget.
- The Hazardous Substance Response Plan for Wilmington was reviewed and updated.
- Completed Shelter-in-place and Evacuation presentations to several neighborhood groups and senior citizens. Also presented approximately 400 school children with all hazard preparedness presentations.
- Re-Visited all the senior facilities in Wilmington and anyone that was disabled or who would need assistance during an event was helped fill out a form that will be put into a data base and used by the dispatch agencies.
- Continued to tour all Wilmington fixed facilities with EHS and train emergency responders on facilities response.
- Attended various HazMat conferences and training sessions.
- Trained Wilmington Fire Department for HazMat Teams on a 24/7 basis.
- Conducted HazMat training for Wilmington Emergency response personnel.
- Participated with the Magellan Corporation at the Port of Wilmington in classroom and hands on training at their facility.
- Participated with the Port of Wilmington on a Hazardous Material Drill.
- Conducted SERT response training for Wilmington Fire Department.
- Met with all Emergency Responder Staff on a quarterly basis.
- Met with the Wilmington Fire Department Monthly.
- Conducted and participated in a drill at the Noramco Plant in Wilmington.

- Sent several members to the state All Hazards Conference.
- Staff attended the International Association of Fire Chiefs (IAFC) Hazardous Materials Conference in Baltimore Maryland.
- Conducted TRANSCAER Train Tour Training with the state and New Castle County.
- Conducted all EHS audits.

Goals and Objectives for FY 2012

- Continue to meet with Wilmington LEPC every sixty days.
- Work with all agencies to improve the response capabilities to hazardous material incidents.
- Conduct a full-scale and tabletop exercise needed to achieve proficiency of all emergency personnel.
- Meet with all emergency responder staff on a quarterly basis.
- Provide HazMat response with continued and updated training programs for all 1st responders.
- Distribute LEPC information throughout Wilmington, through community, business and city organizations.
- Increase the number of LEPC presentations to schools, neighborhood planning councils and businesses.
- Attend various conferences and seminars for improvement of the LEPC.
- Continue to work with DeLEASI and New Castle County LEPC to improve all identified HazMat sites within the City of Wilmington and update information needed by the emergency responders.
- Test the DENS System along with our drills and on a quarterly basis.
- Work with local companies on requirements of reporting non-emergencies to the local emergency coordinator.
- Continue to test the Delaware Emergency Notification System (DENS) along with our drills in conjunction with the citywide Emergency Notification Alerting System.
- Provide to all extremely hazardous material sites, large employers and public buildings notifications.

-
- Monitor radios of city emergency notification.
 - Continue to update the Hazardous Substance Plan for Wilmington.
 - Provide Incident Command Training for all emergency responders.
 - Provide National Incident Management System Update Training for all emergency responders.
 - Continue to use our TV station and Public Safety radio station 1640 AM for public safety announcements.
 - Instruct all emergency responders in proper fitting of all level HazMat personal protective equipment. Assist in providing proper equipment.
 - Will conduct any refresher courses and updates that are required by the HazMat Team as Needed.
 - Drill/Table Top at Port of Wilmington.
 - Staying part of the TRANSCAER Program and attending meetings as required.
 - Work with other LEPC's in planning annual Delaware HazMat Conference.

City of Wilmington LEPC Membership (as of June 2011)

Name	Organization	Representation
Joseph DiPinto	City of Wilmington	LEPC Chairman
James M. Baker	Mayor	Elected State/Local Officials
Bill S. Montgomery	Mayor's Office	Local Official
John Sheridan	City Solicitor	Executive Committee
James N. Mosley	Director, Public Safety	Public Safety
Steve Martelli	Wilmington City Council	Elected Official Government
Loretta Walsh	Wilmington City Council	Elected Official Government
Kevin F. Kelly, Sr.	Wilmington City Council	Elected Official Government
Michael Szczerba	Police Chief, Wilmington	Law Enforcement
George B. Giles	Director of Emergency Mngt	LEPC Co-Chairman
Margie Williams	LEPC Clerical Staff	Executive Committee
Arthur Paul, Planner	DE Emergency Management	DEMA
Joe Kalinowski	Deputy Fire Chief,	Fire Department
Mike Harris	Safety & Training, Fire Dep.	Fire Department
Buck Brownlee	Riverside Hospital	Hospital
Jeff Kreb	Christiana Hospital	Hospital Representative
Allen Ecker	Dana Transportation	Transportation
Minerva Marrero	Planning, Community Projects	
Peter Besecker	Director, Dep. of Planning	
Chris Berlin	DNREC,	Environmental
Carl Zipfel	WFD HazMat Officer	Fire Department
Scott Turner	Transport Technology Co. Inc	
Ed Gerhart	EPA Region III	Environmental
Glen Schmiesing	Environmental Engineer	Environmental
Bob Barrish	DNREC, Environ. Engineer	Environmental
Carole Dougherty	EPA	Environmental
Mikal Shabazz	EPA	Environmental
Helene Stolker	EPA	Environmental
Kash Srinivasan	Commissioner, Public Works	Public Works
Sid Sharma	Environmental Compliance	
Bill McKim	Dep. Chief WFD	Fire Marshall
Jeff Starkey	Licenses & Inspections Dep.	
Bob Schroeder	Noramco	Industry Facilities
<i>position vacant</i>	International Petroleum Corp.	Industry/Chemical Industry
John Gillespie	Pennoni Associates, Inc.	Industry/ Chemical
Williams Perdy	Amtrak, Safety Department	Transportation
Danny F. Miller	Allied Signal Inc.	Industry/Chemical
David Hodas, Environ. Law	Widener University/Law	Community Representatives
George Evans, Vice President	Community Council	Community Representative
Michael Hackett	DART	Transportation
Al Ostrand	DeLEASI	Environmental
Joe Leonetti	St. Francis Hospital	Hospital Representative

Name	Organization	Representation
Doug Dillon	Tri-State Maritime Safety	
Wayne Hopkins	DuPont	Industrial/Chemical
Sally Hawkins, President	Delaware Broadcasting Co.	Publicity/Public Information
Vince Jacono	Delmarva Power, Public Affairs	Utilities Representative
David McFadden	Quip Laboratories, Inc.	
Kelly Williams	City Solicitor	Local Government
Chris Connelly	Wilmington Police Dept	Law Enforcement
Tom McLaughlin	Public Works	City of Wilmington
Richard Antoff	DNREC	Environmental
James Wright	Courts	State of Delaware
Steve Millard	Christiana Care	Hospital Representative
Andrew Zaun	Magellan Corporation	Industry/Chemical
Wayne Hopkins	DuPont Company	Industry/Chemical
Kevin Senseny	Citrosuco Corporation	Industry/Chemical
Jerry Custis	Port of Wilmington	Industry/Chemical
Marc Brenner	Lewis Environmental	Emergency Services
Lynn Poling	Lewis Environmental	Emergency Services

Kent County LEPC

The Kent County LEPC normally meets the second Tuesday of every odd-numbered month at 10:00 a.m. in the Kent County Public Safety Building. Special programs/events may dictate changing the time and/or location of the meetings. The LEPC consists of over 65 members who represent about 50 plus organizations or facilities in the County. The average attendance at the six meetings was 21 members. All 13 categories of members listed in our By-Laws are represented.

The Kent County Department of Public Safety Chief Colin Faulkner serves as Chairman of the LEPC and Special Operations Officer Lt. David Mick serves as Co-chair. Lt. Mick serves on the Planning and Training Committee of SERC. He also serves as the Co-Chairman of the Decon Trailer User's Group Committee. Both Ch. Faulkner and Lt. Mick participate in the Delmarva Emergency Task Force.

Accomplishments for FY 2011

- Developed an Annual Work Plan and Budget for FY 2012.
- Supported the long-term LEPC Planning Committee.
- The Kent County LEPC addressed all nine of the "Uniform LEPC Performance Measures" during Fiscal year 2011.
- Reviewed the Kent County Emergency Operations Plan for any needed revisions.
- Supported and assisted with the training on the Decon trailer, including the local fire companies.
- Held bi-monthly LEPC meetings.
- Continued support of the Tier II Manager reporting system.
- Members of the LEPC participated in three exercises during the year.
- Promoted the LEPC at public events/open houses.
- Worked with facilities in Kent County to identify hazardous and extremely hazardous substances and insure they are meeting reporting requirements.
- Assisted first responders and facilities in pre-planning, drills, and facility compliance.
- Promoted the Delaware Emergency Notification System to be used in the case of accidental releases at chemical facilities or other emergencies.

Goals and Objectives for FY 2012

- Continue to support the Tier II Manager reporting system.
- Continue work with the facilities in Kent County to identify hazardous and extremely hazardous substances and insure they are meeting reporting requirements.
- Begin another review of emergency response plans for selected Kent County facilities that maintain an inventory of hazardous and extremely hazardous substances.
- Assist first responders and facilities in pre-planning, drills, and facility compliance.
- Hold bi-monthly LEPC meetings with a program for each meeting.
- Meet the performance measures established by SERC for LEPC's.
- Review and update, as needed, the Kent County Emergency Operations Plan.
- Attend SERC meetings and give activity reports for the Kent County LEPC.
- Attend conferences and training programs to become more knowledgeable in the areas of responsibility for LEPC's.
- Promote the Delaware Emergency Notification System to be used in the case of accidental releases at chemical facilities or other emergencies.
- Continue to support Decon 3 and serve as Co-Chairman of the Statewide Decon Committee.
- Participate in investigations by DNREC or the EPA when called upon.
- Participate in planning and completing tabletop, functional and full-scale exercises in Kent County in accordance with the Statewide Homeland Security Exercise Plan.
- Identify, publicize, and promote opportunities for improvement in emergency responses to hazardous situations in Kent County.
- Promote the Kent County LEPC through the media and static displays.

Kent County LEPC Membership (as of June 2011)

Member	Organization	Representation
Mr. Lloyd Alexander	American Red Cross	Community Groups
Mr. Richard Antoff	DNREC Acc. Prev. Group	Environmental
Mr. David Balcerak	RSVP	Community Groups
Mr. Robert A. Barrish	Retired	Community Groups
Mr. Eric Beach	Perdue Farms, Inc.	Facility Operator
Mr. Kenneth Belmont	Delaware Public Health	Health Personnel
Lt Paul M. Bernat	Dover Police Dept.	Law Enforcement
Mr. Jamie Bethard	DNREC-ERB	Environmental
Mr. Reinhold Betschel	Kent County Wastewater Facility	Facility Operator
Mr. Fred Bowen	Delaware Motor Transport	Transportation
Mr. Charles Boyer	Town of Smyrna	Emergency Management
Mr. Jay Brabson	DNREC	Environmental
Mr. Marc Brenner	Lewis Environmental	Emergency Services
Mr. Scott Bundek	911 Center	Firefighting
Mr. Christopher Byrd	Playtex Products	Facility Operator
Mr. Carleton Carey	KC Fire Chiefs/City of Dover	Fire Fighting
Mr. Rodney Carl	Walmart Industries	Facility Operator
Mr. Steve Chambers	Hanover Foods	Facility Operator
Mr. Stanley Chatham	Chesapeake Utilities	Facility Operator
Mr. John Collins	Hanover Foods	Facility Operator
Mr. Ken Cross	Tidewater Utilites	Facility Operator
Sen. Bruce Ennis	State Representative	Elected Official
Mr. Colin Faulkner	Director of Kent County DPS	Emergency Management
Mr. Craig Flanagan	Energizer	Facility Operator
Mr. David Freeman	KGH Security	Hospital Personnel
Mrs. Cindy Grygo	Asst. Dir. Kent County EMS	First Aid
Mr. Brad Hastings	Port Exchange	Facility Operator
Mr. Mark Herlihy	U.S. Cold Storage	Facility Operator
Mr. Paul Huffman	Advantec	Facility Operator
Mr. Thomas Johnson	U.S. Cold Storage	Facility Operator
Dr. Gerald C. Llewellyn, Ph.D.	Branch Chief of Public Health	Health Personnel
Mr. Vincent Lynch	Perdue	Facility Operator
Mr. John Melvin	Dover Air Force Base	Facility Operator
Mr. Dave Mick	Decon 3	Environmental
Mr. Marshall Murdaugh	Metal Masters Food	Facility Operator
Mr. Robert Newnam	Director of DSFS	Fire Fighting
Mr. Arthur D. Paul	DEMA	Emergency Management
Ms. Lynn Polling	Lewis Environmental	Emergency Services

Name	Organization	Representation
Mr. Bob Pritchett	DNREC	Environmental
Mr. Galen Purcel	Del. State Police Troop 3	Law Enforcement
Mr. Bill Ridenour	Magnum Electronics, Inc.	Facility Operator
Ms. Cheryl Russell	Conectiv Power Delivery	Facility Operator
Mr. Brett Scott	Kent County Levy Court	Media
Mr. Kevin Sipple	Dir. Kent County 911	Fire Fighting
Mr. George Steady	DE Storage & Pipeline	Facility Operator
Rep. Pam Thornburg	State Representative	Elected Official
Mr. Michael Towle	Hazardous Site Cleanup Div.	Facility Operator
Mr. James Turner	DEMA Director, State EOC	Emergency Management
Mr. Jeff Vadakin	Magnum Electronics	Facility Operator
Ms. Nicole Vautard	Dept. Public Safety	Emergency Management
Mr. Harvey Velott	Dover Air Force Base	Facility Operator
Mr. Jerry Wiegand	NRG Energy Center Dover	Facility Operator

Sussex County LEPC**Accomplishments FY 2011**

- Six LEPC meetings were held with presentations on the following topics:
 - Carl Davis, Citizen Corps coordinator for Sussex County, provided the group with a presentation about the roles and responsibilities of the Citizen Corps Program.
 - Joe Thomas, Director of Sussex County Emergency Operations Center, provided the group with a presentation on the Center's roles and responsibilities.
 - Barbara Shufelt, Administrator of Emergency Services for the American Red Cross of the Delmarva Peninsula, discussed with the group that organization's disaster relief services and response capabilities.
 - Jim Smith, Senior Public Affairs Manager for Delmarva Power provided a presentation of the company's emergency response capabilities, as well as upcoming regional infrastructure upgrades.
 - Marilyn O'Neal, Environmental Manager for Perdue, provided a review of the Delaware River and Bay Oil Spill Advisory Committee's final report.
 - The presentation for this LEPC meeting coincided with the incident report section of the agenda. Eric Huovinen, along with Joe Hopple of SCEMS and Jamie Bethard presented a Power point of the DECON Trailer activation at a building fire at Mountaire in Millsboro. Joe Beyerl and Mike Calloway of Mountaire joined the group discussion about any lessons learned from the incident. There was discussion as well about positives concerning the situation.
- Provided updated Tier II facility information to each Sussex County fire company Chief about the use and storage of chemicals in their district.
- Members of the Sussex LEPC and SCEMS attended the 4th Annual Statewide HazMat conference in April 2011.
- Continued an active membership in the SERC Planning and Training committee.
- Continued an active membership in the SERC Information Technology committee.
- Continued an active membership in the HazMat Conference Planning Committee.
- Attended all Sussex County Fire Chiefs' meetings with a report on LEPC activities.
- Identified map coordinates for all new Sussex County Tier II facilities
- Developed a working long range plan of visits to EHS facilities.

Goals and Objectives for FY 2012

- Review/revise Sussex County Hazardous Material Response Plan.
- Continue to follow plan of facility visits to review emergency response plans, as well as assist with reporting procedures, if needed
- Continue to build membership in the LEPC.
- Conduct regular meetings with informative presentations.
- Continue to actively participate as a member of the Planning and Training Committee.
- Develop a plan to re-establish the Seaford Mutual Assistance Group.
- Continue to actively participate as a member of the Information Technology committee.
- Continue indentifying map coordinates for all new Sussex County Tier II facilities.
- Locate and include new facilities in the chemical reporting program for Sussex County and State of Delaware.
- Meet with first responders to discuss concerns and facility emergency response plans.
- Conduct and participate in planned exercises.
- Continue to participate as a member of the Decon User's Group

Sussex County LEPC Membership (as of June 2011)

Name	Organization	Representation
Charles B. Stevenson IV	Sussex County EOC	LEPC Chairperson
Marilyn O'Neal	Perdue Farms	LEPC Vice-Chairperson
David Irwin	Chairman, NCC LEPC	Emergency Management
Joe Murabito	NCC LEPC	Emergency Management
Joseph Thomas	Emergency Preparedness, Dir.	Emergency Management
David Mick	KC LEPC	Emergency Management
Arthur D. Paul	DEMA	Emergency Management
Brad Gardner	SPI Pharma	Industry
Bob Barrish	Citizen/SERC	SERC
Robert Stuart	Director, Paramedic Office	Emergency Medical Svs.
Eric Huovinen	Sussex County EMS	Emergency Medical Svs.
Kort Dickson	Perdue Farms	Industry
Bill Duveneck	Amateur Radio	Emergency Services
Kevin Burdette	Artesian	Industry
John Yevonishon	SPI Pharma	Industry
Thomas Hicks	Schering-Plough	Industry
Michael Layton	Growmark FS	Industry
Thomas Stowe	Invista	Industry
Brad Ebaugh	Delaware Electric Coop.	Industry
Bob Kendell	Mountaire	Industry
John Ward	Mountaire	Industry
Joe Beyerl	Mountaire	Industry
Michael Calloway	Mountaire	Industry
Randy Bell	Suburban Propane	Industry
Bill Ridenour	Magnum Electronics	Industry
Sharon Hamblin	Nanticoke Hospital	Hospital
Jonathan Scheibe	BASF Corporation	Industry
Jim Mooney	Long Neck Water Co.	Industry
Steve Denny	Pictsweet	Industry
Jim Smith	Delmarva Power	Industry
Mark Lucy	Miller Env. Group	Local Environ. Response
Lynn Poling	Lewis Environmental	Local Environ. Response
Ellen Malenfant	DNREC/ERB	Environmental
Jamie Bethard	DNREC/ERB	Environmental
Kristoffer Gontovsky	DNREC/EPCRA	Environmental
Matthew Higgins	DNREC/ERB	Environmental
Richard Antoff	DNREC/ARP	Environmental
Jay Brabson	DNREC/ARP	Environmental
Michael Welch	US EPA	Environmental
Allen Atkins	Town of Milton	Public Works

Name	Organization	Representation
Radford Garrison	Bay Health, Milford Hospital	Hospital
Jeff Reed	DelDOT Southern Division	Transportation
Barbara Shufelt	American Red Cross	Emergency Response
Carl Davis	Sussex Citizen Corp. EMS	Community Group
Rosanne Pack	DEMA	Public Information Officer
David H. Ennis	DelTech, Gov. Rel. Consultant	Community Group
Jerry Williams	Del Tech	Community Group
Steve Rohn	Del Tech	Community Group
Kevin Marrow	Dentsply	Industry
Marc Evans	U.S.Army CST	Military
Brian Parsons	State	Law Enforcement
Burt Parker	State	Law Enforcement
Andrew Vahey	Pepco Holdings	Industry
Andy Johnson	Fire Chief	Fire Service
Cheryl Littlefield	Beebe Hospital	Hospital
Bernard Carter	U.S. Army CST	Military
Beth Sise	Mountaire	Industry
Bill Buckaloo	Comcast	Industry
Terry Hastings	Amateur Radio	Emergency Services
Brian Schilling	Southern States	Industry
Brian Pepper	Pep Up Incorporated	Industry
Ron Verosko	Intervet	Industry
Colleen Casey	Verizon Wireless	Industry
Dan King	Clean Venture	Environ. Response
David Ruff	Town of Blades	Municipal
Doug Murray	Bethany Beach Fire Co.	Fire Service
Doug Scott	Town of Millville	Fire Service
Hallie Jackson	WBOC	News Media
Gerald Llewellyn	Health Department	Public Health
Jan Michael Myers	US Coast Guard	Military
George Mackie	Dogfish Head Brewery	Industry

Attachment 4

DNREC Emergency Response State Fiscal Year 2011 – Summary of Activities

Statistics for state fiscal year (SFY) 2011 show DNREC's Emergency Response Team (ERT) responded to 299 incidents. This is compared to 306 responses in SFY 2010. SFY 2011 showed a slight decrease in the total number of responses. As with previous years, DNREC's highest percentage of responses continue to be transportation related spills and releases primarily from motor vehicle accidents. The second highest responses in SFY 2011 were to abandoned drums and containers and the third highest number of responses were to residential heating fuel spills.

The DNREC Emergency Response Team provided the Hazardous Materials support function as part of a "joint hazard assessment team" with other emergency response and law enforcement agencies during the September 2010 and May 2011 multi-day NASCAR race events at Dover International Speedway. DNREC ERT provided support to three other large scale multi-hazard events including, a Presidential and Vice Presidential visit to Wilmington, Return Day events in Georgetown, and a Vice Presidential visit to Wilmington.

The DNREC ERT participated in several drills and exercises with its local, state and federal response partners including, a two-day Dover Air Force Base Table Top and Functional jet fuel spill exercise, the Region 3 Regional Response Team table top exercise in Ocean City Maryland, along with responders from the States of Maryland and Virginia, the USCG, NOAA, US Fish and Wildlife Service and other agencies. This exercise simulated a large oil spill from a tanker run aground 13 miles off Cape May, New Jersey which would impact the ocean-side shorelines of Delaware, Maryland and Virginia. The DNREC ERT also observed the Delaware Bay Mass Rescue Operation tabletop exercise and participated in the Port of Wilmington Port-Alert table top exercise held at the New Castle County, Department of Public Safety, and a Tabletop Exercise (TTX) in Middletown entitled Operation Silver Cloud along with Fire Service, State and County Emergency Services Agencies.

DNREC ERT Responses of Note:

Noteworthy oil and hazardous materials responses during SFY 2011 included:

- Emergency removal of chemicals at the Lighthouse Lane Chemical Laboratory in a residential neighborhood in Wilmington.
- Oil spills due to heavy rains and flooding in New Castle County.
- A chlorine railcar derailment in Wilmington. No release of chlorine occurred during the incident.
- A multi-car train derailment in Wilmington involving one propane railcar and two ethanol railcars. No release occurred during the incident.
- A leaking drum of methyl methacrylate in a tractor trailer located at a warehouse in Milford.
- An ammonia release at a refrigeration facility at the Port of Wilmington. Ammonia venting from a pipe on the roof required preparations for a Level A entry.
- Two incidents of ammonia releases at refrigeration facilities in Sussex County.
- A tractor trailer tanker rollover involving hazardous materials requiring transfer of product and road closure during the multi-agency response.

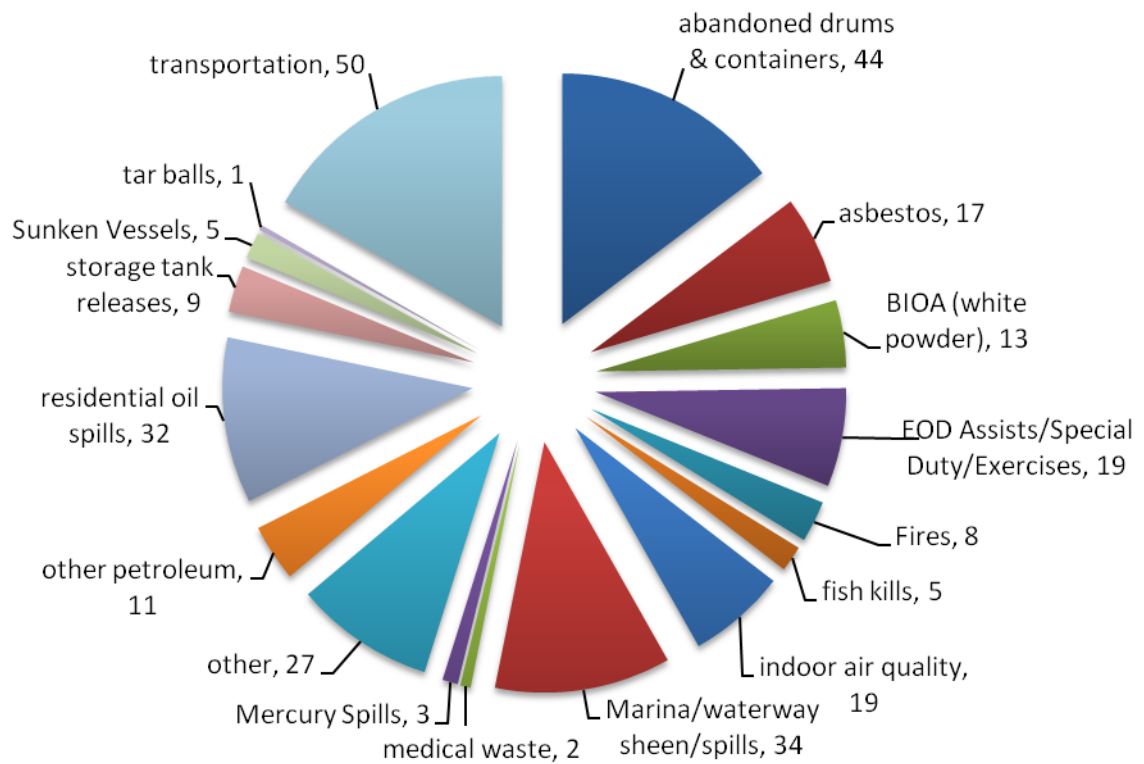
DNREC HazMat Response Summary State Fiscal Year 2011

TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
abandoned drums & containers	14	15	8	7	44	15%
asbestos	4	13	0	0	17	6%
BIOA (white powder)	5	6	2	0	13	4%
EOD Assists/Special Duty/Exerc	9	2	4	4	19	6%
Fires	3	1	3	1	8	3%
fish kills	0	1	1	3	5	2%
indoor air quality	7	4	6	2	19	6%
Marina/waterway sheen/spills	10	9	5	10	34	11%
medical waste	1	0	0	1	2	1%
Mercury Spills	0	1	1	1	3	1%
*other	5	6	6	10	27	9%
**other petroleum	0	0	4	7	11	4%
residential oil spills	7	1	14	10	32	11%
storage tank releases	1	2	0	6	9	3%
Sunken Vessels	1	1	3	0	5	2%
tar balls	0	0	0	1	1	0%
transportation	3	4	19	24	50	17%
WMD	0	0	0	0	0	0%
Total Number of Responses	70	66	76	87	299	100%

RESPONSES BY COUNTY						
New Castle County Responses	35	38	39	61	173	58%
Kent County Responses	17	13	21	11	62	21%
Sussex County Responses	18	15	16	15	64	21%
TOTAL	70	66	76	87	299	100%

SFY 2011 SERT INCIDENTS	INCID. #	SERT Level
Quarter 1		
Mountaire Millsboro	100819-01-1NS	1
Institute of Energy Conversion Hydrogen Sulfide Release	100713-01-1NN	1
Quarter 2		
Mountaire Ammonia Release	101217-02-1NS	1
Quarter 3		
Concord Road Garage Fire	110113-05-1NS	1
CITROSUCO Ammonia Release	110206-01-1NN	1
Lighthouse Chemical lab	110326-01-1PN	1
Quarter 4		
S. Walnut St Minquis confined Space Exposure	110627-01-1NN	1

DNREC SFY 2011 Responses



Attachment 5

SERC Funds – 2011 Fiscal Year Summary (Based on figures from January 2011 through June 2011)

SERC Fee Holding Account:

Carryover from 2010 calendar year	+ \$ 260,838.00
Fees collected thus far in 2011 calendar year	+ \$ 284,160.00 (a)
Projected reimbursements thus far	- \$ 160.00 (b)
Annual disbursements for FY 2012 (approved at March 2011 meeting and completed in June 2011)	- \$ 245,817.92 (c)
Annual transfer to decon trailer replacement fund	- \$ 59,000.00 (c)
Account balance as of end of June 2011	\$ 240,020.08

Decon Trailer Replacement Account:

Carryover from 2010 calendar year (interest info incomplete)	+ \$ 226,449.00 (d)
Transfer into account in June 2011	+ \$ 59,000.00 (c)
Interest received thus far in 2011 calendar year	+ \$ 0.00 (d)
Account balance as of end of June 2011	\$ 285,449.00 (d)

Notes:

- a) Reports and fees from facilities covering calendar year 2010 were due (to be postmarked) by 3/1/11. A small amount of additional fees are expected as we continue to follow up on delinquent reporters. Net fees received during 2010 calendar year totaled \$297,380.
- b) Reimbursements will be necessary to a small number of facilities for reporting errors. These are typically mailed to facilities later in the year. Reimbursements in the last two years have totaled less than \$500.
- c) Disbursements approved in March 2011 for FY 2012 were as follows:

Agency/Organization	FY 2012 Approved Allocation
City of Wilmington LEPC	\$ 53,439.20
New Castle County LEPC (account maintained at DSFS)	\$ 74,182.35
Kent County LEPC	\$ 45,406.63
Sussex County LEPC	\$ 68,199.74
SERC IT Committee (account maintained at DSFS)	\$ 4,590
DNREC/DWHS EPCRA Program support *	\$ 0 *
Total	\$ 245,817.92

*Original request for \$17,290 was approved, but request was withdrawn by DNREC/DWHS on 5/16/2011.

Additional Transfer(s)	Approved Amount
Decon Trailer Replacement Fund **	\$ 59,000

** Separate interest bearing account maintained at DNREC for SERC.

- d) Accounts are being re-organized as part of migration to new State financial system in July 2010, and interest amounts for 2010 and 2011 are not currently available. Interest will continue to accumulate. Effective July 2008, interest from both the Fee Holding Account and Decon Trailer Replacement Account are being jointly deposited into the Decon Trailer Replacement Account.

DELAWARE STATE EMERGENCY RESPONSE COMMISSION Member List as of June 2011			
Chairperson	Mr. Lewis D. Schiliro. Secretary Department of Safety & Homeland Security	Public Safety Building P.O. Box 818 Dover, DE 19903	Phone: (302) 744-2680 Fax: (302) 739-4874
DeIDOT	Mr. Shailen Bhatt Secretary Department of Transportation	Highway Administration Bld P.O. Box 778 Dover, DE 19903	Phone: (302) 760-2303 Fax: (302) 739-4329
<i>Designated Proxy</i>	Mr. Gene Donaldson Operations Manager Transportation Management Ctr.	169 Brick Store Landing Rd. Smyrna, DE 19977	Phone: (302) 659-4601 Fax: (302) 659-6128
DSP	Col. Robert M. Coupe Superintendent Delaware State Police	Headquarters Bld., Rt. 13 P.O. Box 430 Dover, DE 19903	Phone: (302) 739-5911 Fax: (302) 739-5966
<i>Designated Proxy</i>	Lt. Col. James Paige		
DEMA	Mr. James E. Turner, III Director DE Emergency Mgt Agency	Emergency Operations Ctr. 165 Brick Store Landing Rd. Smyrna, DE 19977	Phone: (302) 659-3362 Fax: (302) 659-6855
<i>Designated Proxy</i>	Mr. Glenn Gillespie		
DNREC Vice-Chair	Mrs. Marjorie A. Crofts Director – DNREC Division of Waste & Hazardous Substance	89 Kings Hwy. Dover, DE 19901	Phone: (302) 739-9400 Fax: (302) 739-1894
Fire Marshal (FMO)	Mr. Grover P. Ingle State Fire Marshal	DE State Fire Service Center 1537 Chestnut Grove Road Dover, DE 19904	Phone: (302) 739-5665 Fax: (302) 739-3696
<i>Designated Proxy</i>	Mr. Michael G. Chionchio, Assistant State Fire Marshal		Phone: (302) 323-5375 Fax: (302) 323-5366
Public Health	Dr. Karyl Rattay Director Division of Public Health	Jesse Cooper Building 417 Federal Street Dover, DE 19901	Phone: (302) 744-4818 Fax: (302) 739-6659
<i>Designated Proxy</i>	Dr. Gerald Llewellyn, Chief Environmental Health		Phone: (302) 270-1823 Fax: (302) 739-3839
Fire School (DSFS)	Mr. Robert Newnam Director DE State Fire Service Center	1461 Chestnut Grove Road Dover, DE 19904	Phone: (302) 739-4773 Fax: (302) 739-6245
<i>Designated Proxy</i>	Mr. Steve Martin, Dep. Director		
Fire Prevention Commission	Vacant Fire Prevention Commission		Phone: (302) Fax: (302)
Rail Transportation	Mr. Robert Byrd Industry Representing Rail	Wilmington Trust Center 1100 N. Market St. ,S-1000 Wilmington, DE 19801	Phone: (302) 427-4244 Fax: (302) 778-7833

DELAWARE STATE EMERGENCY RESPONSE COMMISSION

Air Transportation	Mr. Alfred F. Johnson, Jr. Industry Representing Air	4403 Irish Hill Road Magnolia, DE 19962	Phone: (302) 335-5454 Fax: (302) 335-3922
Highway Transportation	Mr. Fred Bowen Industry Representing Highway	P.O. Box 710 Selbyville, DE 19975	Phone: (302) 988-6218 Fax: (302) 436-9097
Water Transportation	Mr. Steve Owens Industry Representing Water	206 Peeblecreek Place Bear, DE 19963	Phone: (302) 832-2234
Shippers	Vacant Industry Representing Shippers		
Chemical Users	Ms. Lori Palmer Industry Representing Users Ashland Hercules	1313 North Market Street Wilmington, DE 19894	Office: (302) 594-5214 Fax: (302) 549-6730
Consignees	Mr. James Lee Industry Representing Consignees Noramco	500 Swedes Landing Road Wilmington, DE 19801	Phone: (302) 888-4456 Fax: (302) 652-4417
DE Volunteer Firemen's Association <i>Designated Proxy</i>	Senator Bruce C. Ennis Director DE Volunteer Fireman's Association	522 Clayton Road Smyrna, DE 19977	Phone: (302) 744-4351 Fax: (302) 739-2313
	Mr. James L. Cubbage, Jr. Executive Secretary	PO Box 1849 Dover, DE 19903	Phone: (302) 734-9390 Fax: (302) 734-9404
City of Wilmington <i>Vice Chair</i>	Mr. Joseph G. DiPinto Representative, State of Delaware Chair, City of Wilmington LEPC	2607 W. 18 th Street Wilmington, DE 19806	Phone: (302) 655-8749 Phone: (302) 739-4079 Fax: (302) 739-2773
	Mr. George Giles	Public Safety Bld 22 South Heald Street Wilmington, DE 19801	Phone: (302) 576-3915
New Castle County <i>Co-Vice Chairs</i>	Mr. David H. Irwin Chair, New Castle County LEPC	LEPC for NCC P.O. 2998 Wilmington, DE 19805-0998	Phone: (302) 383-1307 Fax: (302) 323-4573
	Mr. Joseph Murabito Thomas Kovach, President NCC Council		Phone: (302) 233-3085
Kent County <i>Co-Chair</i>	Chief Colin Faulkner Chair, Kent County LEPC	Kent County Department of Public Safety 911 Public Safety Blvd. Dover, DE 19901	Phone: (302) 735-3461 Fax: (302) 735-3473
	Lt. David Mick		
Sussex County	Mr. Charles B. Stevenson, IV Chair, Sussex County LEPC	Sussex County EOC P.O. Box 589 (21911 Rudder Lane) Georgetown, DE 19947	Phone: (302) 855-7810 Fax: (302) 855-7805